

University Senate
Meeting Minutes

MEETING DETAILS

Date:	February 15, 2023
Time:	1:30PM
Venue:	Zoom
Minutes taker:	Nicole A. Fackina

Voting Members in Attendance:

J. Alvares, D. Axelrod, J. Baldwin-LeClair, S. Bellum, E. Berisha, J. Brater, A. Broderick, L. Carr, S. Collins, H. Curnutt, L. Ellis, N. Fackina, L. Field, M. Heller, E. Jacobson, A. Korotkin, P. LaFountain, S. McCarthy, K. McDermid, R. Misra, V. Nauta, D. Peterka-Benton, R. Rodriguez, S. Sangregorio, M. Schmidt, W. Sullivan, K. Temoney, D. Trubatch, K. Woolston

Voting Members Missing:

A. Kurze, C. Curran, S. Mamonov, C. McKinley, R. Steiner-Otoo, M. Viega,

Meeting Documents:

https://docs.google.com/document/d/1id-kKqWTEgRgr5TBwl6u67bdIsMFD_tilcYhkzW4-xk/edit?usp=sharing

Item	Notes
Meeting called to order at 1:32pm	E. Jacobson - Land Acknowledgement Statement Meeting minutes from January need to be approved. D. Trubatch - move to approve by unanimous consent. K. Woolston - second. Meeting minutes from January accepted.
Board of Trustees Representative	Sandra Collins: The board recognized the consequence of the flood in William Hall. The University handled the situation and highlighted the contributions of Student Development and Campus Life, University Police and Facilities. The University is fully insured and insurance will handle the monetary damage. They are also inspecting other buildings to make sure that the same condition doesn't exist in other dorms to prevent another flood.

	<p>The President is fighting for the University in Trenton to ensure we get our fair share of the governor's upcoming budget.</p> <p>S. Collins forwarded a recommendation to rename Science Hall as Irvin D. Reid Hall, MSU's 7th President. Dr. Reid led us to University status and was responsible for many important initiatives.</p> <p><i>Jack Baldwin LeClair:</i> President Reid also almost led us to have a Law School on campus. He was a wonderful human.</p> <p>S. Collins encouraged everyone to come to the Student Center Ballroom for the Black History Museum, film festival, and the Student Center Dining Hall for the luncheon. The Black History Month luncheon is sponsored by MSU Dining Services.</p> <p>Tomorrow there will be a Mary Mcleod Bethune tribute to raise funds for the African-American Studies Scholarship Fund. If \$2,500 is raised, the Dean of the College of Humanities and Social Sciences will match it.</p> <p>After the fundraiser, there will be a panel discussion looking at the role of the Black Church in the Civil Rights Movement with Dr. Leslie Wilson, and Dr. Kate Temoney.</p>
<p>SGA President, Richard Steiner-Otoo</p>	<p>Not in attendance.</p>
<p>Reports from Administration</p>	<p>Provost Junius Gonzalez: Shared PowerPoint - Titled: Academic Affairs Update Notes from the PPT Slides:</p> <ul style="list-style-type: none"> ● Importance of Faculty Diversity ● Fighting racism in STEMM ● Task Force for Student Success ● Student engagement challenges ● Student enrollment and retention issues ● Financial and emotional stress ● Students' uncertainty of their future

- Gap between faculty and student perception
- Academic Programs and Curriculum
 - Assessing policies, processes, and procedures
 - New resources to assess market market opportunities for programs
 - GenEds and the faculty survey - no results yet they are being looked at now
- Can Montclair's new core be truly distinctive and a model beyond the state?
 - The Provost believes so.
 - The Provost does not want to have 384 distinctive courses. The charge is thinking about this and looking at a lot of different models, here and outside of the state.
- Two new items:
 - Micro-internships (short-term paid internships)
 - iGrad, Personal Finance Program (financial literacy)
 - <https://montclair.igrad.com>

Danielle Insalaco-Egan:

This is a really exciting project. We have a partnership with Parker Dewey. Embracing the idea that employment looks differently for our students than it did for us. This organization will help students connect to skills based and skills building short-term paid opportunities. Launched the micro-internship program last Sunday. 265 students enrolled and are already applying for opportunities. Some opportunities are with employers that we already work with and then some are with entirely new organizations and companies. Danielle will provide updates over the course of the semester and looks forward to everyone's partnership in helping us promote these opportunities.

Julie Mazur:

The goal iGrad of this is to make it a campus discussion and a campus experience for all students, faculty and staff. Everyone can have conversations about financial literacy. Financial literacy is something that's constantly changing and constantly evolving. This tool will allow us to take advantage of the evolution of financial literacy. The hope is to have a hard launch of the site by April, and then, push hard in the Fall 2023 semester.

More notes on the Provost PPT:

- New topical advisory groups and subcommittees
- Undergraduate research programming
- External input on research enterprise
- Internal awards program

Ronald Sharps: What will be new in the internal awards program?

Provost: I don't think there's much new for this launch. The Provost can follow up with more information.

Jean Alvares: Previously asked about hiring someone to cover the community college to MSU pipeline.

Provost: Mr. Zabdi Medel, Senior Coordinator for Community College Programs, was hired within Academic Affairs.

David Trubatch: The Senate's recommendations include considering how the bodies need to be constructed and constituted in a way that reflects faculty collectively coming together.

Erika Bush, Director of Learning and Development:

Introducing Nyima Moss, Learning and Development Associate
Announcing plans to serve the needs of the Montclair State University full-time employees in the upcoming months, by offering a variety of professional and leadership development opportunities.

Encourage a practical approach to managing work and career.

The goal is to promote a positive work employee experience while fostering success.

Shared PPT:

- The New Employee Experience (help to navigate the first-year experience for all new employees)
- Human Resources Power Hour (60-minutes workshops on common HR policies, procedures and tools)
- Professional Development (skills needed in their role and further career)
- Leadership University (help newly hired/newly promoted managers, less than 2 years in their role, develop their skills and confidence to meet career goals and prosper as a leader.)
 - Review, Encourage, Consider nominating, Engage
- Diversity, Equity, Inclusion and Belonging Academy Series
 - Partnering with Dr. Ashante Connor and Carly Hamilton

Danianne Mizzy:

Has a new employee starting and thankful for the new employee experience. If people are in the role over 2 years can they still be nominated?

Erika: Keep it to 2 years and under for now but will provide programs for everyone.

Emily Isaacs:

We have 1,200 plus adjunct faculty who are an essential part of our community. How do they fit into the learning and development in the onboarding process?

Erika:

Currently focused on full-time employees.

Mary Wallace, Local 6025:

We have been asking for this for adjuncts for a long time. Adjuncts are also in need of on-boarding.

David Vernon:

Part of the challenge is to focus on the current set of deliverables and then see the demand and then get additional resources for that demand.

Ashante Connor, Director of Equity and Title IX Coordinator:

- Campus Climate Assessment
- 6 Step process - currently leaving stage 4 entering stage 5.
- Strong Kick-Off and support from the administration.
- Shared the Soaring Together video of President Koppel.
- Shared some response rates, which are pretty good and comparable with sister institutions.
- Focus Groups.
- Campus conversations.
- Multi-year process.

Erik Jacobson:

Please make sure the language and technology needs of everyone are included in surveys.

Alicia Broderick:

Did you have purposeful targeting for the focus groups or was it random?

	<p><i>Ashante Connors:</i> It was random.</p>
<p>Voices of Community</p>	<p>Imani Hill, African American Caucus: Thank you to the community for coming to the flagpole raising. Thank you to MSU police for leading us. Thank you to President Koppell.</p> <p>The Museum and film festival is going on now. Tomorrow there will be a Brown Bag Lunch and Bake Sale to promote the scholarship for the African American Studies Department. Direct link to Donate to African American Studies Scholarship https://crowdfund.montclair.edu/project/35956</p> <p>Alicia Broderick, Disability Caucus: Friday membership meeting. 02/24/23 - Community screening of Crip Camp. https://baristanet.com/2023/02/bnai-keshet-synagogue-to-screen-crip-camp-and-host-live-talk-back-with-neil-jacobson/</p> <p>Tonight's Event: I Do: A Commitment to Disabled Marriage Equality https://www.montclair.edu/calendar/view-event.php?id=122869&</p> <p>Continue the broad and ongoing conversation of what it means to commit to diversity, equity, inclusion and belonging. How might we make basic access provisions more universal in a sustainable way?</p> <p><i>Erik Jacobson:</i> Crip Camp is a great documentary, recommended.</p>
<p>Negotiations Agent Liaison</p>	<p>Hugh Curnutt: Event taking place at Rutgers. It is a solidarity event with the employees at Rutgers, who've been working without a contract now for about 8 months.</p> <p>Our contract is up in June and we may need support so keep that in mind.</p>

	<p>Tuesday, February 28 12:00 PM Rutgers-Newark in the Paul Robeson Campus Center (350 Dr. Martin Luther King Jr. Blvd., on the campus side).</p>
<p>Standing Committees and Senate liaison</p>	<p>Laura Field: Discussion of elections and open Senate seats. Reading of the Spring 2023 Resolution.</p> <p>Jessica Brater: Approve Jean Alvares: Second</p> <p>Will work on an announcement for the whole University.</p>
<p>Land Acknowledgement Committee</p>	<p>Elsbeth Martini: Watch Party and Panel Discussion https://our-land-our-stories.libraries.rutgers.edu/exhibits/show/olos-flora-fauna/meaning-of-seed</p> <p>Next Meeting is the second week of March and will devote the meeting to workshopping and developing an online presence.</p>
<p>Open Scholarship and Resources</p>	<p>Siobhan McCarthy: https://docs.google.com/document/d/1hD61D3E5iyEwizs82FP4REcvaXyignTC61fUBAWwgD4/edit#heading=h.asqw5vepcgpq</p> <p>Ebsco Faculty Select demonstration recording will be available soon.</p> <p>Digital Commons - contact Natalie Beach</p>
<p>Sustainable Practices</p>	<p>Tim Gorman: We will be watching the progress of the Campus Climate Survey closely. We want to urge the administration to be as transparent as possible. It is important that facilities staff, service staff and housekeeping staff are included in the climate assessment, and that both issues of language and other issues about means by which they are going to be able to</p>

	<p>participate in the assessment are taken into consideration. Make sure that it is compatible with work schedules and the like.</p> <p>Food service contracts are in and finalists will be coming to campus for presentations later in the Spring.</p> <p><i>Richard Wolfson:</i> I looked for a physical therapist over the last 3 weeks, and found that the contract that we have with parabolic down by the rink doesn't take our insurance. I understand that the contract is over relatively soon, but if we can get it into the proposal that they're required to be in-network for our insurance, it would be a good thing.</p>
<p>Global Reach Task Force</p>	<p>Daniel Mengara: The Task force was set up by the Provost office to take a look at what is currently done at MSU that has a global or international impact/dimension and make recommendations on how we can streamline those things in ways that give us a more coherent global approach and vision as an institution.</p> <p>The task force met for the first time in December and have met 3 times total. We are currently preparing surveys and interviews of the targeted constituencies and stakeholders.</p> <p>Shared the members of the task force: Co-Chairs: Dr. Ethne Swartz, SBUS Dr. Carlos Molina, CSAM Members: Dr. Todd Kelshaw, CART Ruth Kunstadter, Development Cristiana Kunyczka, EM Dr. Arnaud Kurze, CHSS Dr. Daniel Mengara, CHSS Carole Schaffer, Finance & Treasury Dr. David Schwarzer, CEHS Dr. Yanling Sun, IT Dr. Sudha Wadhvani, SDCL Dr. Tim White, IAI Student Representative: Daphne Desir, Undergraduate, Study-Abroad Seoul Sp.2022</p>

<p>Constitution and Bylaws</p>	<p>Pascale LaFountain: No update.</p>
<p>Council Reports</p>	<p>Student Affairs Council, Jessica Brater</p> <ul style="list-style-type: none"> ● Discussion about students who are short 3-6 credits to walk in May but are registered in Summer. Can they still walk in May? <ul style="list-style-type: none"> ○ Last year it seemed that we had come to a conclusion with the President and Provost that students short 3 credits who were registered for their missing credits would be allowed to walk but come to find out that that's actually not the case this year, and there's still no real process for applying for students to appeal that. ○ The problem now seems to be a logistical one, that it's unclear whether we could accommodate the number of students who would be short 3-6 credits. ○ The number of 500 students was floated, but it was unclear if that number was accurate. Adding 500 students to the May ceremony may not be something that can be accommodated, so it is being explored by the Administration. ○ In the meantime the Student Affairs Council recommends that the Administration try to gather data. ○ Our plan is to pursue discussions through the appropriate administrative channels to get updates. ● The recent email sent to faculty with information about the CARE reports, responds to questions raised by the Student Affairs Council about response workflow on the care Reports. We hope to have a flow chart from Dean Coleman Carter, to share with the full Senate. <ul style="list-style-type: none"> ○ The council also suggested that her office send out that type of information about the CARE report every fall, so that people are reminded, and that new faculty get a sense of the workflow. ● We are awaiting the hire of a new AVP for transportation to follow-up on the concerns that were raised about the MSU Shuttle service to downtown montclair. <ul style="list-style-type: none"> ○ The understanding is that they may have someone in place this month, so we will follow-up on that.

Administrative Affairs Council, Shannon Bellum

- The first active business item is the inquiry to the University Safety Committee about drop-off, pick-up and waiting zones. The Safety Committee members will be making a presentation to President Koppell, and we are looking forward to hearing more about this initiative.
- The council is looking at the flexible work policy. Hearing reports from staff members around campus that the flexible work policy is being interpreted and applied in an uneven manner.
- Currently reviewing guidelines, best practices, and support documentations that other universities provide about how to equitably implement their flexible work policies.
- The IT Liason, Pascale LaFountain has set-up monthly meetings with the new interim VP Jerome “Jerry” Desanto. Anyone is welcome to reach out to her with topics to discuss with him.
- The Administrative Performance Feedback Committee, with the support of Provost Gonzales, are revising our goal for this semester from implementing a pilot survey for 2 or 3 administrators to searching for and work with an external consulting firm.
 - The firm would assist us with the implementation, data collection and compiling it into a report of the administrative performance feedback surveys.

Academic Affairs Council, Kate Temoney

- Active business - The doctoral programs recommendation on reassign time.
- The Graduate Council will discuss with its members and then decide on next steps with the Senate Executive Board and or the AAC regarding the student, success, retention, and navigate.
- The AAC met with Danielle Insalaco-Egan, the Acting Associate Provost and Acting Dean of University College, to discuss the broader issues of student success, retention, and navigate more generally in order to receive updates and provide guidance.
- Please be reminded that the Early Progress Reports are due through Navigate by February 17th.
 - It is really important for data collection, and also for consistent reporting.
 - In addition to that, alerts can also be raised at any time on a continuing basis if you have a concern, or like to give kudos for a student.

	<ul style="list-style-type: none"> ● The AAC has scheduled a meeting with the Provost Office representative, which is the special appointee on Curricular processes, on 02/24 to discuss the increasingly streamlined process and to provide input. <ul style="list-style-type: none"> ○ The Academic Policy and Review Committee has provided comments and feedback, and over half a dozen policies. <p><i>Kirk McDermid:</i> Still working with IT on a Simple Syllabus as an add-on option in Canvas. OFE has a Spring speaker set-up. Soliciting faculty to present and provide insights on teaching.</p>
New Business	No new business
Old Business	No old business lingering.
Senate President Report	<p>Erik Jacobson</p> <p>Update from the foundation board - There is a new partnership with the Geraldine L. Dodge Foundation in Patterson. They have a \$1 million grant to develop to Patterson called the One Square Mile initiative. The support will be used as a comprehensive community development program. It will provide non-traditional services, such as medical care and mental health counseling, to students and their families. We want to work with the people in Patterson to ensure adult education is part of the offerings at the school.</p> <p>The African American Studies Scholarship was established in 90s to provide financial support for students in this minor. This month the program launched a crowdfunding campaign to raise \$2,000 to the next generation of scholars. Contributions are invited with sincere thanks to faculty and staff, who already made a gift to the Scholarship Fund.</p> <p>The development team is working with campus partners to gear up for One Day for Montclair. The University's annual day of giving will take place on April 27th. It will be a festive day. Please contact Kara Brennan, Director of Annual Giving, if you want to make a challenge, gift or if you are interested in setting up a challenge for your department.</p> <p>Met with colleagues at Bloomfield College. They will join us at our March Senate meeting.</p>

	<p>Last Senate meeting moved to May 10th. This is because after the Senate meeting that day we want to have an in-person gathering with light refreshments to network and make connections. If anyone has any ideas or wants to be a part of the planning process, please reach out.</p>
Open Comment	
Adjourned at 3:28	<p>Erik Jacobson moved to adjourn. Jessica Brater: So moved Jean Alvares: Second</p>